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9 July 1971

MEMORANDUM FOR: Chairman, Personnel Career Service Board

SUBJECT : Recommendation for Promotion of
Mr. Gerald K. Hughes, Jr.

REFERENCE : Chmn., Personnel CS Board Memo for
Chief, FE/Pers dtd 21 June 1971,
Subject: Promotion Review - Personnel
Career Service

1. The purpose of this memorandum is to reaffirm the recommendation for promotion of Mr. Gerald K. Hughes, Jr., which the undersigned submitted to you on 20 January 1971. In the months which have ensued since that time Mr. Hughes' performance has continued at a consistently Strong to Outstanding pace. His judgment and composure in crisis situations is rare indeed and contributes in a positive way to the smooth operation of the busiest personnel unit in any area Division. He has a grasp of administrative procedures and techniques rarely found in officers ranked two and three grades higher than he. He is a strong supervisor and a most capable manager.

2. I call to your attention also the promotion recommendation submitted on 14 April 1971 by Mr. [] Chief, [] and its cover memo prepared by [] Chief, FE Support Staff, on 19 April 1971. These memoranda are testimony to the high regard in which Mr. Hughes is held by his supervisors on [] support sides of the FE Division house. Additionally, Mr. Hughes enjoys the respect of his contemporaries in the Division and the loyalty of his subordinates. He has



APPROVED FOR
RELEASE DATE:
17-Mar-2010

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demonstrated the capability to manage a branch of his own and, more than any GS-12 personnel officer I know, warrants advancement to grade GS-13. I urge your favorable consideration of this recommendation.


 Chief, Far East Personnel

CONCUR:


CFE/Support Staff

9 July 71
Date

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